

THE UNITED STATES

DEPARTMENT OF THE INTERIOR

BUREAU OF LAND MANAGEMENT

WATER RESOURCES DIVISION

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OF THE

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# **RULES**

**AND**

## **REGULATIONS**

*Made and Established by the Directors of the*

**Montreal General Hospital,**

**FOR THE GOVERNMENT**

**OF THE**

**OFFICERS, MEMBERS, PATIENTS AND**

*Servants of the Hospital,*

**PASSED ON THE 29<sup>th</sup> DAY OF APRIL, 1822.**

*Published by order of the Directors.*



**MONTREAL :**

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**1822.**



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## MONTREAL GENERAL HOSPITAL.

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**T**HIS Institution originated in the acknowledged, and growing insufficiency of the accomodations for the reception, and cure of Diseased Poor, the number of whom has for some years past, increased beyond the natural proportion, of the population, by the almost continual arrival and passage of emigrants through the city.

It was therefore proposed to endeavour to raise by voluntary Subscription, the means of building an Hospital sufficient for this purpose. This has succeeded beyond the most sanguine expectation: and although a considerable sum has been expended beyond the means derived from that source, yet it is confidently hoped that the deficiency will hereafter be made up by those well disposed in the cause of humanity.

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## RULES AND REGULATIONS

*Made and established by the Directors of the Montreal General HOSPITAL, for the government of the Officers, Members, Patients and Servants of the Hospital, passed on the 29<sup>th</sup> day of April, One Thousand Eight Hundred and Twenty-two.*

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**BE** it ordered by the Directors of The Montreal General Hospital, that the following Rules and Regulations be, and they are hereby made and established as Rules and Regulations of the said Hospital; and that all other Rules and Regulations heretofore made, be, and they are hereby repealed.

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### CHAPTER I.

#### *Of the Election of Directors and Officers.*

1.—Every person who has contributed to the Erection of the Hospital, or who shall hereafter contribute to the Funds of the Hospital, £25 or upwards, and shall pay annually towards its support a contribution of £3., shall be a Director for life.

2.—Every person who has contributed, or who shall hereafter contribute to the funds of the Hospital under £25, and not less than £10, and shall pay annually £2 to the support of the Hospital, may be elected a Director.

3.—Every person who has contributed, or shall hereafter contribute towards the Funds of the Hospital, £5 or more, and shall pay annually £1 or more towards its support, shall become a Member of the Institution, and shall be entitled to vote at the election of Directors.

4.—The Votes shall be given in the ratio of the contributions, (that is one vote for each £5. contributed,) provided, that no person shall, in any case, be entitled to more than ten Votes.

5.—The whole number of Directors, including those for life, shall in no case, be less than Twenty-six.

6.—The Directors elect (whose number shall not be less than thirteen) shall be chosen from among those who have paid towards the building of the Hospital, or who shall hereafter contribute to the funds of the same, at least Ten Pounds, Halifax Currency, and under Twenty-five Pounds, and pay annually for its support Two Pounds or more.

7.—No person shall, in any case, be eligible to the office of Director, unless he be resident in the city or parish of Montreal.

8.—No new Subscriber or Contributor shall have a right to vote at any election of Directors, unless he or she shall have paid his or her Subscription, contribution or Donation, at least three months previous to the said election.

9.—The Poll of the Election for Directors shall be opened at the Annual Meeting held on the first Tuesday of May, in each and every year, in the Committee-room of the Hospital, at 11 o'clock, A. M. and closed at 3 o'clock, P. M. of the same day; at which Poll two Inspectors, appointed by the Directors for the preceding year, shall preside; and every person voting at the said Election (except ladies who shall be entitled to vote by proxy on giving a written authority containing their ballots respectively,) shall personally then and there appear, and deliver to the aforesaid Inspectors, a Ballot containing the names of

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thirteen persons, or more, as the case may be, as Directors for the ensuing year ; and the Inspectors shall deposit in a box, all ballots, so delivered, and shall insert the names of the persons so voting in a poll list, kept by them for the purpose ; and when the Poll of such Election shall be closed, the Inspectors shall open and count the said Ballots, and shall openly declare to the Meeting, the names of the persons who shall be found to have been elected by the majority of votes, and shall deliver a certificate thereof to the Secretary, who shall forthwith communicate the same to the persons so elected.

10.—In case the number of Directors elected, shall at any time, by death, resignation, absence, neglect of duty, or refusal to act in their office, be less than thirteen, or in case, by any of those causes, the whole number of Directors shall, at any time, be less than twenty-six, an extraordinary Meeting of Directors shall then be called, in manner hereinafter provided, to be held in the Committee-room of the Hospital within not more than thirty, and not less than ten days after such vacancy or vacancies shall have occurred.

11.—The Secretary and Treasurer for the time being, or in their absence, any two persons appointed by the Directors, shall be Inspectors of every extraordinary Election, which shall be conducted and declared in like manner as the annual election herein before mentioned.

12.—The Directors elect shall, at the first Meeting after their election, or by letter addressed to the Secretary, one day at least, previous to such Meeting, declare their willingness to act in their office, and faithfully to discharge the duties thereof.



## CHAPTER II.

*Of The Directors.*

1.—A Meeting of the Board of Directors shall be held, in the Committee Room of the Hospital, on the first Tuesday in February, on the first Tuesday in May, on the first Tuesday in August, and on the first Tuesday in November in each year. A Meeting of the Board shall also be held on the second Tuesday in May of each and every year, which shall be called Stated Meetings—all others being known by the name and style of Special or Extraordinary Meetings.

2.—Any two Directors by application to the President, or in his absence, to the Vice President, with his concurrence, shall have power to call a Meeting of the Board of Directors, giving at least, one day's notice thereof.

3.—The President, or Vice President shall cause the Secretary to state, in the Advertisement, calling such special Meeting, the business to be laid before it.

4.—Seven Directors with the President, or in his absence the Vice President, shall be a quorum, and shall have power to transact all business relating to the Hospital according to the existing Rules and Regulations.

5.—At the Meeting of Directors on the second Tuesday of May in each and every year, they shall Elect, by ballot, from among themselves, a President, a Vice President, a Treasurer and a Committee of management, composed of five—any three of whom shall be a quorum, who shall remain in office one year from the date of their appointment. They shall also elect a Secretary and Purveyor.

6.—The Directors shall have power, at any ordinary, or extraordinary Meeting, to appoint, by Ballot, such Officer or Officers, and fix their salaries, as they may at any time find necessary for the management of the Hospital.

7.—They shall also appoint a Matron or Housekeeper, and fix her Salary, who shall remain in office, as long as she continues to discharge properly the duties of the said office.

8.—They shall have power, and it shall be their duty to appoint at the Meeting, on the second Tuesday of May, in each and every year, a sufficient number of persons to procure Subscriptions for the support of the Hospital; and to collect the same—the persons appointed Collectors shall pay into the hands of the Treasurer all monies so collected on or before, the last Tuesday of March, in each and every year: they shall also severally, deliver to the Secretary a list of the Subscriptions received, with a list of those yet unpaid, and specify therein the names of the Subscribers, the amount of their several Subscriptions, and the dates of the payment thereof.

9.—Two of the Directors shall in rotation Visit the Hospital at least twice a week.

10.—If any Officer, or the Matron shall at any time become unfit to perform the duties of his or her Office, or shall misbehave himself, or herself, in his, or her Office, contrary to any of the Rules or Regulations of the Hospital, the Committee of management, or any Director, or Officer may lodge a Complaint, in writing, against such Officer or Matron to the Board of Directors, at their first Meeting after the alleged misdemeanor; but if the next meeting shall be more than fifteen days after such Complaint, an extraordinary Meeting shall be called, as the Rules and Regulations direct; and the Directors shall cause the Secretary to give notice to the party or parties Complained of, and to the party or parties complaining; and the Directors shall have power, and it shall be their duty, after hearing both parties, if they find sufficient cause, to remove by ballot the person or persons so complained of.

## CHAPTER III.

*Of the President and Vice President.*

1.—The President, or in his absence, the Vice President, with the concurrence of two Directors, may call a Meeting of Directors, whenever he shall think it necessary, giving, at least, one day's notice thereof.

2.—The President, or in his absence the Vice President, or in their absence, any member who may be elected by a majority of those present, shall preside at all Meetings of the Board of Directors.

3.—At all Meetings of the Board of Directors, every person shall, in speaking, address himself to the President, who shall propose all questions; and if a difference or dispute shall arise on any question brought before the Board of Directors, such question shall be fairly stated by the President, and shall then be determined by ballot (if two of the members require it,) and, if, in any case, the Votes be equal, the President shall have the casting vote.

4.—The President shall not refuse to propose any question, nor shall he dissolve or adjourn any Meeting, without the consent of a majority of the said Meeting, until the business thereof be finished; and in case of his refusing to propose any question, or his attempting to dissolve or adjourn the Meeting, the Majority present shall have power to constitute and appoint any member to act as President, in the same manner, as if the President were absent.

## CHAPTER IV.

*Of the Treasurer.*

1.—The Treasurer shall give such security as may be required by the Board of Directors for the due accounting for, and pay-

ment of the monies, which he shall receive, from time to time, for the use of the Hospital.

2.—He shall have the custody of all bonds, title-deeds, documents, and other papers, relating to the property of the Hospital.

3.—He shall also receive all monies belonging to the Hospital, and pay out the whole, or any part thereof, on receipt of a written order from the Committee of management, but not otherwise.

4.—He shall deliver to the Secretary, seven days at least, previous to the general Annual Meeting, held on the first Tuesday of May, in each and every year, a full statement of all his Accounts with the Vouchers, for the preceding year, to be laid before the said Meeting.

## CHAPTER V.

### *Of the Secretary.*

1.—The Secretary shall attend all Meetings of the Board of Directors, take minutes of the proceedings of each Meeting, and transcribe the same into a book.

2.—He shall at each Meeting of the Board read the proceedings of the last Meeting.

3.—He shall keep another Book, into which he shall transcribe all the minutes, which the Committee of management may direct to be delivered to him, of the proceedings of each of their Meetings.

4.—Through him all communications, of whatsoever nature, shall be made to the Board of Directors, and by him, from the said Board, to the Public, or any department of the Hospital.

5.—He shall, within two days after the election of the Directors or other Officers of the Hospital, give notice thereof to the different persons so elected.

6.—On the day preceding each and every Meeting of the Board of Directors (special or Stated) it shall be his duty, to send notice of the time and place of such Meeting, to each Director, and Medical Officer of the Hospital.

7.—If an extraordinary Meeting be appointed, to consider of an accusation or complaint, preferred against any Director or Officer, he shall give notice thereof, in writing, to the party or parties accused, or complained of, and to the party or parties accusing, or complaining.

8.—He shall, twenty days before any election of Directors, or other Officers, hang up a notice in the Committee-room of the Hospital, and shall state therein the persons entitled to be elected, and the qualifications required of the electors.

9.—He shall on the Saturday preceding their week of attendance, notify the same, by letter, to the two Weekly Visiting Directors.

10.—He shall keep the necessary books for entering all the Transactions of the Hospital, and abstracts of all the Accounts.

11.—On the first Tuesday of April, in each and every year, the Secretary shall send the following monitory letter to each and every person, whose subscription shall then be in arrear:—

**MONTREAL GENERAL HOSPITAL,**

*day of* , 18 .

SIR.

I am to acquaint you, that it appears, by the Collector's list, that your subscription of , has not been paid for the present year; it is therefore the request of the Directors that you will please to pay the same to , our Collector for your district of the city, and excuse this application, which is only meant to inform you, that your subscription is now in arrear, as is usually done by other Hospitals in like cases.

By order of the Directors,  
Secretary.

## CHAPTER VI.

*Of the Committee of Management.*

1.—The Committee of management shall meet, at the Hospital, at least, once a week, and shall have power, and it shall be their duty, to enquire strictly into the domestic economy of the house; to order all things necessary for the same; to enquire into the conduct of the Directors, Officers, Matron and Servants of the Hospital; to examine and order all repairs; to oversee and control (as far as they have authority for the same by the Rules and Regulations,) every thing connected with the management of the Hospital; to audit, inspect, and approve all accounts, and to order payment of the same; and to report, by the Secretary, a statement of all their transactions to each quarterly Meeting of the Board of Directors.

2.—They shall have the general charge, and care of the property of the Hospital; and shall enforce all necessary attention to economy, cleanliness, and good conduct.

3.—They shall have power, by application to the President, or in his absence, to the Vice President, to call, whenever they think it necessary, a Meeting of the Board of Directors.

4.—They shall, at their Meetings, make minutes of their proceedings, which they shall forthwith cause to be delivered to the Secretary, who shall transcribe same into a book.

5.—They shall have power, and it shall be their duty, to engage and discharge all servants of the Hospital, and fix their wages.

6.—The Committee of Management, with the Secretary, House Physician, and Surgeon, shall, five days previous to the general Annual Meeting, on of the first Tuesday of May in each and every year, draw up a Report of the state of the Hospital, and of the state and number of Patients admitted and dis-

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charged; and an abstract of all the proceedings of the Board of Directors, and of all the accompts of the Hospital for the preceeding year.

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## CHAPTER VII.

### *Of the Purveyor.*

1.—That the Purveyor shall purchase, under the direction of the Committee of Management, Fuel, Provisions, and all other Stores for the use of the Hospital, except Medicines and Medical Stores.

2.—He shall present to the Committee of Management, every three months, or oftener if required, a Statement of his accounts.

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## CHAPTER VIII.

### *Of the Medical Officers.*

1.—The number of Medical officers of the Hospital, who shall be, and are hereby denominated and appointed, the Medical Board of the Montreal General Hospital, shall consist of five, who shall make such arrangements among themselves, that the Hospital be visited, once a day at least, by one of them.

2.—William Robertson, Wm. Caldwell, Andrew F. Holmes, John Stephenson, and Henry P. Leodle, Esquires, Physicians and Surgeons, in consideration of their Services in the old Hospital, are hereby requested to continue in their respective situations in the Montreal General Hospital.

3.—No person shall be eligible to the situation of a Physician or Surgeon to the Montreal General Hospital, who shall not have obtained a degree or diploma from some University, or College in the British Empire.

4.—At each visit, the Physician or Surgeon in attendance, shall enquire, whether his prescriptions and directions have been attended to; and shall also give such further orders, as he may deem necessary, to the House Physician, or Surgeon, Matron, and nurses.

6.—The Physician and Surgeon attending shall keep, or cause their Clerks to keep a Case-Book, into which shall be entered the name of the attending Physician or Surgeon, and an account of each Patient admitted into the Hospital, the name, age, and occupation of such patient, the probable history, and cause of the disease, the daily prescriptions and symptoms, and such other circumstances, as may tend to throw light on the nature of the case.

6.—The visiting hours shall be fixed by the medical board of the Hospital; that the Students may be present during the Visits; and that the hour for sending patients may be made known to the public.

7.—If any Physician or Surgeon be prevented from attending, in his turn, to the duties of his office, he shall procure some other Physician or Surgeon of the Hospital to perform the duty in his stead.

8.—No capital operation shall be performed, except in cases where the delay might be dangerous, without calling in all the Physicians and Surgeons, (ordinary and extraordinary,) belonging to the Hospital; nor without the concurrence of at least two of them.

9.—Nothing belonging to the Medical Department, shall be purchased, without a written order from one of the Medical Board, which written order shall be inserted in a Pass-book.

10.—The attending Physician or Surgeon shall, on the first Monday of each and every month, and oftener, if he judge proper, visit the Apothecary's Shop; see that it is kept clean, and in good order; and that good Medicines &c. are regularly supplied; and shall report to the Committee of Management, at its



next meeting, any neglect or irregularity whether in the persons belonging to the Hospital, or in the persons furnishing the aforesaid articles.

11.—Any of the Medical Board of the Hospital shall have power to recommend Patients, in like manner as the Directors.

12.—The attending Physician or Surgeon shall have power to dismiss any patient or patients, who shall go out without leave, be guilty of Drunkenness, or profane Swearing; or who shall otherwise violate any of the Rules and Regulations of the Hospital.

13.—Every Physician or Surgeon, who shall have executed the duties of his office in the Hospital for fifteen years, or upwards, shall, upon his Resignation, be of right, Physician or Surgeon extraordinary to the Hospital.

15.—The Physicians and Surgeons extraordinary shall be called to all consultations of the Medical Board of the Hospital; but they shall not interfere with the ordinary Medical business of the house.

## CHAPTER IX.

### *Of the Medical Board.*

1.—The five Medical officers, attending for Montreal General Hospital, shall collectively be known by the name and style of "The Medical Board of the Montreal General Hospital."

2.—The Medical Board shall have power, and it shall be their duty, to examine all candidates for the offices of House Surgeon, House Physician, Apothecary, Clerks, Dressers, &c. belonging to the Medical Department of the Hospital, and

ascertain whether, the candidates be capable of executing the duties of the respective offices, for which the said candidates may have applied.

3.—The Board shall communicate, in writing, by the Secretary, to the Board of directors, their opinion of the candidates.

4.—They shall make, from time to time as occasion may require, a diet table for the patients.

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## CHAPTER X.

### *Of the House Physician and Surgeon.*

1.—No person shall be eligible to either of the above offices, unless he have attained the age of twenty one years, nor until he have laid, before the Board of Directors, satisfactory testimonials of his moral Character, and of his having been examined by the Medical Board, and approved by them.

2.—The House Physician and Surgeon shall visit their respective Wards, at least once every Morning and Evening ; and be prepared to report to the attending Physician or Surgeon, as the case may be, the state of the patients since the last visit ; and it shall be their duty to see that the medicines &c. sent to the patients be regularly taken, and administered with care, and without delay.

3.—No Medicines, Wine, Spirits, nor any other thing, shall be prescribed, or administered ; nor shall any operation be performed, (except in urgent cases) without the special direction of the attending Physician or Surgeon to whom such cases, when they occur, shall be immediately reported.

4.—In any case of a dangerous nature, the house Physician or Surgeon shall give immediate notice to the attending Physician or Surgeon. as the case may be ; and if he cannot be found, to any of the other Physicians or Surgeons of the Hospital.

5.—They shall allow no patient to be removed from one bed or ward to another, without the order or permission of the attending Physician or Surgeon.

6.—Neither the House Physician nor Surgeon, shall have power to admit or discharge any patient; that being the exclusive prerogative of the attending Physician or Surgeon.

7.—They shall not be absent during the visits, and when, at any other time, either of them goes out, he shall give notice thereof to the Matron, and state where he is to be found during his absence, and on his return to the Hospital, shall make it known to her.

8.—In no case, shall they both be absent, at the same time.

9.—They must be in the Hospital at a seasonable hour, in the Evening, and never sleep out of the house, without permission of one of the Medical Board.

10.—They shall transact no other business than that of the Hospital, without special permission from the Medical Board.

11.—The house Surgeon shall have charge of all the Surgical Instruments belonging to the Hospital, shall be responsible for the same, and for their good order; and he shall never suffer them to be lent, or used out of the Hospital.

12.—The house Surgeon shall insert, in the Case-book under his charge, an account of all the operations performed in the Hospital, and by whom performed.

13.—The house Physician or Surgeon, when a patient is dismissed for irregular conduct, shall immediately notify the Secretary thereof.

14.—The house Physician and Surgeon shall draw up a Report of the state and number of the patients, admitted and discharged during three months previous to each quarterly meeting of the Board of Directors, and they shall deliver the same to the Secretary, to be laid before the said board.

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## CHAPTER XI.

*Of the Apothecary.*

I.—No person shall be eligible to the office of Apothecary, unless he have obtained the age of twenty one years, nor until he have laid before the Board of Directors satisfactory testimonials of his moral character, and of his having been examined, and approved by the Medical Board.

2.—He shall compound, and make up all the Medicines required for the Hospital, according to the Formulæ from time to time, prescribed by the Medical Board.

3.—He shall deliver no Medicines, which are not ordered by the Physician or Surgeon, nor shall he permit any Medicines to be taken out of the Hospital, except by out Patients.

4.—He shall make up the different Medicines for the Wards, and annex to them labels, containing the names of the Patients, and the directions for taking them, and shall send the Medicines to the different Wards, by the orderly man, who shall deliver the same to their respective Nurses.

5.—He shall regularly attend the Shop, and never be absent without permission; he shall keep the Shop, and every thing appertaining thereto, clean and in proper order; he shall also observe strict economy in all and every thing relating to his department, and shall be particularly careful in the delivery of Medicines, &c. for the Patients.

6.—He shall not allow any Patient, under any pretence whatever, to enter the Shop.

7.—The Apothecary shall give a Bond, in the penalty of one hundred pounds currency, as a security, for the faithful performance of the duties of his Office; and he shall not cease to perform the said duties, without giving, to the Board of Directors, two months notice of his leaving his employment.

## CHAPTER XII.

*Of the Dressers.*

1.—No Student shall be eligible to a Dressership, unless he have served eighteen months with some Medical practitioner, and have attended the practice of the Hospital during, at least, six months.

2.—Every Candidate for a Dressership shall, by the Secretary, three days previous to one of the stated Meetings of the Medical Board, give in his petition and other documents to the said Board who shall have power, and it shall be their duty, to decide whether he shall be admitted as a dresser.

3.—Any Dresser violating any of the Rules and Regulations of the Hospital, shall incur the penalty of expulsion which judgment shall be subject to the decision of the Medical Board.



## CHAPTER XIII.

*Of the Students attending the Hospital.*

1.—Any Student of Medicine, on paying three guineas to the Treasurer, shall receive a Ticket, entitling him to attend the practice of the Hospital, during one year, from the date of such Ticket.

2.—The Students shall be allowed to visit the Patients half an hour before the arrival of the attending Physician or Surgeon, remain in the Wards during the visits, to see the practice, and shall then leave the Hospital, unless there be some operation to be performed after the visit; also in the afternoon, between the hours of four and five, from the first of November, until the first of May, and between five and six during the remainder of the year

3.—No Student shall, during his visit, disturb any Patient, or Patients, who may be sleeping.

4.—No Student shall go to any part of the house, but the Wards, and the Room for taking down the cases of the Patients, without special permission.

5.—Every Student shall have it in his power to be present at any operation or dissection occurring in the Hospital.

6.—If the Case books of the Physicians and Surgeons of the Hospital shall not, at the hours prescribed for the Students to take down cases, be in the room provided for that purpose, the Student or Students, requiring the said books, shall send one of the Nurses to the Apothecary's shop for them.

7.—The Students shall have the aforesaid books, for the purpose of taking down cases of Patients, between the hours of half past ten, and half past eleven, A. M. of each and every day; but they shall not, at this visit, enter the Wards without special permission.

8.—Any Student, on paying to the Treasurer Six Guineas, also, any Student, who shall have already paid Three Guineas, and who shall, at any time after, pay Three Guineas more, shall receive from the Treasurer a perpetual ticket of attendance.

9.—The Students are to behave with respect and decorum in the Hospital, and any one of them violating any of the Rules or Regulations, shall incur the penalty of expulsion, which penalty shall be subject to the decision of the Medical Board.

## CHAPTER XIV.

### *Of the Matron.*

1.—The Matron shall visit the Wards of the Hospital, every morning and evening, at eight o'clock; at these visits she shall

see, that the Wards and Patients are properly attended by the Nurses; and that all the Patients are in their respective Wards; and report to the House Physician or Surgeon the names of such Patients as are absent without leave from their respective Wards.

2.—She shall have in charge the Keys of the outer doors and gates, and see that the same are locked at ten o'clock, P. M. and not opened before six A. M. from the first of May, to the first of November, and locked at eight P. M. and not opened before seven A. M. during the remainder of the year, unless ordered otherwise by the Committee of Management, or in cases of emergency for the service of the Patients.

3.—She shall oversee the conduct of the Patients and Servants, and take care that the Wards, Apartments, Beds, Clothes, Linen, &c. are kept clean, and in good order.

4.—She shall have the charge of all the Furniture and goods belonging to the Hospital, as far as regards her department.

5.—She shall, immediately on the admission of a Patient, take an inventory of his or her clothes, and other effects, and deliver the same to the House Physician or Surgeon, she shall then cause the clothes to be purified, if necessary, and shall be accountable for the safe delivery of the same to the Patient, on leaving the Hospital or, in case of death, to any person, who shall have proper authority to receive them.

6.—She shall report any misconduct of the Patients or Servants, or any other irregularity occurring in the house, to the attending Physician or Surgeon; or in his absence, to the house Physician or Surgeon, and to the Committee of Management.

7. She shall prevent any thing being taken into the Wards, except that which is ordered.

8. She shall not admit any person or persons to see any Patient or Patients, except at the hours specified by the Medical Board of the Hospital.

9. When a patient shall be considered in a dangerous state, the Matron, if such Patient wish it, shall send immediately for such Clergyman as the Patient may desire.

10.—She shall superintend the preparing of the diet of the patients, and be particular, that the said diet, in the quantity, and at the time prescribed, be given, and nothing else. She shall also keep a diet list, with the number of patients on each diet.

11.—When a death occurs, the Matron shall immediately report the same to the House Physician or Surgeon.

12.—When a Patient is seized with violent or alarming symptoms, she shall immediately report the same to the Physician or Surgeon in attendance, or, in his absence, to the House Physician or Surgeon.

13.—One hour after the death of any Patient, she shall cause the body to be carried to the dead house, and there washed and decently laid out.

14.—The Matron shall give timely notice to the Committee of Management, when any of the Stores, &c. in her charge are nearly expended.

15.—She shall not absent herself from the Hospital, without the leave of the House Physician and Surgeon.



## CHAPTER XV.

### *Of the Nurses.*

1.—When a Patient is admitted into the Hospital, the Nurse of the Ward, to which such Patient may have been sent, shall immediately wash his or her face and hands, neck and arms, feet and legs with tepid water; she shall give him or her (if he or she have none) an Hospital shirt and nightcap, and shall deliver,



without delay, his or her clothes, to the person entrusted with the washing of the Hospital, that the same may be purified and cleansed.

2.—The Nurse, shall at the next visit, state to the attending Physician or Surgeon such circumstance or circumstances, as may tend to throw light on the case, and shall be ready to do the same, if required, at each succeeding visit.

3.—She shall punctually observe and obey all and every order given to her concerning the Patients, by the attending Physician or Surgeon.

4.—In the event of any Patient being seized with violent or alarming symptoms, she shall give immediate notice thereof to the Matron.

5.—The Nurses, when ordered by the Matron, shall change the Patients' linen, bed-linen, and bedding.

6.—The Nurses shall immediately, after each and every visit, carry the Prescription-books to the Apothecary's shop, that the Medicines, &c. be forthwith made up.

7.—They shall receive no Medicines sent from the Apothecary's shop to the Wards, not labelled and directed.

8.—When a death occurs, the Nurse of the Ward shall immediately give information thereof to the Matron.

9.—They shall clean their respective Wards, &c. at seven A. M. from the first of May to the first of November, and at eight A. M. the remainder of the year.

10.—The Nurses shall be diligent in complying with the orders of the House Physician, Surgeon and Matron, and they shall behave with tenderness to the Patients.

11.—They are to pay particular attention to the Patients, and frequently to supply them with drink, and assist them, when they are unable to assist themselves, and when they are able, to place the vessel or vessels containing their drink, commodiously within their reach, and take care that they be never empty.

12.—They shall see that the Patients take their Medicines as prescribed.

13.—They shall never, on any account, allow any thing to be brought into the Wards, or given to the Patients, except that which is ordered.

14.—They shall give immediate notice to the attending Physician or Surgeon, or, in his absence, to the House Physician or Surgeon, or to the Matron, who shall communicate to any of the former, when any Patient or Patients shall have violated any of the Rules or Regulations of the Hospital.

15.—They shall eat their meals in their own rooms ; they shall never leave their respective Wards, except when their duty requires it ; nor shall they leave the Hospital, without special permission from the House Physician or Surgeon and Matron.



## CHAPTER XVI.

### *Of the Admission of Patients.*

1.—Every Director and Medical Officer of the Hospital, and the Clergymen belonging to the Congregations of this city, may recommend Patients to be admitted into the Hospital, in the manner and form herein after prescribed ; but it shall be the exclusive prerogative of the attending Physician or Surgeon, as the case may be, to judge, if the person or persons, so recommended, be fit objects for admission.

2.—In any urgent case, when delay may be dangerous, the house Physician or Surgeon shall have power to admit Patients, and he shall immediately give information of the same to the attending Physician or Surgeon, as the case may be, or, if he cannot be found, to any other of the medical Board of the Hospital.

3.—No Patient shall be admitted into the Hospital, whose case shall be considered incurable, or who is insane, nor any, whose case does not require the particular benefit of in-door practice.

4.—No woman in advanced pregnancy, shall be admitted as an in-door Patient.

5.—No children, under six years of age, except, in cases where the greater operations are to be performed, shall be admitted into the Hospital.

6.—Such Patients, as are unable to pay for their maintenance, shall be received as paupers; such as are able to pay, shall be admitted, into the Hospital, as pay Patients, and none of these at less than five shillings per week.

7.—The person recommending any Patient or Patients, shall mention, in the certificate for admission, if the Patient or Patients recommended be paupers, and if not, the sum they are to pay per week.

8.—No Patient shall be admitted into the Hospital as a pauper, who does not reside in the city or parish of Montreal; and the person or persons, who shall recommend any Patient or Patients, who do not reside in the city or parish aforesaid, shall become responsible for the payment of the Hospital dues, for such Patient or Patients, which shall not be less than seven shillings per week; and in case of his or her death, he shall also be bound to defray the expences of the Funeral, which shall not exceed twenty-two shillings and six pence.

9.—Patients shall not be admitted into the Lock-Wards, as paupers, but each and every Lock-Ward Patient shall pay, at least, five shillings per week, the first time, and not less than ten shillings per week, the second time of his or her admission.

10.—Two Beds (one in the Men's, and one in the Women's Wards) shall be kept in reserve, to receive such patients as

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may, from sudden accident be in need of immediate relief.

11.—The Applicants for admission shall attend, at the place appointed for that purpose, in the Hospital, at the visiting hour of the attending Physician or Surgeon.

## CHAPTER XVII.

### *Of the Patients.*

1.—No Patient shall smoke in the House, or in the Galleries ; make use of obscene or profane language ; nor leave the ward, in which he or she shall have been placed, without special permission from the attending Physician or Surgeon.

2.—The Patients shall not to play at Cards, Dice, or any other game.

3.—They shall conduct themselves with due respect to the Matron, Nurses, and other servants of the Hospital.

4.—No male patient, under any pretence whatever, shall enter the apartments or Wards for females, nor a female Patient enter the apartments or Wards for males.

5.—All Patients shall prohibit their friends from bringing to them, nor shall they use any thing whatever, except the diet prescribed, without special permission from the attending Physician or Surgeon.

6.—Every Patient shall retire to bed at Nine P. M. from the first of May to the first of November, and at Eight P. M. from the first of November to the first of May, and those who are able, shall rise at Seven A. M. during Summer, and at Eight A. M. during Winter.

7.—Such Patients, as shall be considered able, shall assist the Nurses and other servants of the Hospital, in nursing the Patients, making the beds, cleaning the Wards, and doing such other work as the attending Physician or Surgeon may direct.

8.—Any Patient or Patients not conforming to the above stated rules, or any other Regulations of the Hospital, shall incur the penalty of expulsion.

9.—When any Patient is discharged from the Hospital for irregularity or misconduct, the Secretary shall give notice thereof, by letter, in the form and manner following, to the person who shall have recommended such patient.

Montreal General Hospital      day of      18

Sir,

I am directed to inform you, that A. B. recommended by you, has this day been discharged from the Hospital for irregular conduct by Doctor      attending

By order of

Secretary.

---

*Form of Certificate for the Admission of Patients.*

Montreal,      day of      18

Sir,

I recommend A. B. to be admitted into the Montreal General Hospital, as      at the rate of      per week, if      be thought a fit object for admission

Signed

To

The attending      of the  
Montreal General Hospital.

## CHAPTER XVIII.

*Of The Out Patients.*

1.—They shall attend in the place, and at the hour, appointed by the Medical Board, for giving advice and Medicines to the poor gratis; and if any of them absent themselves twice in succession, without leave from the attending Physician or Surgeon, he or she shall thereby incur the penalty of dismissal.

2.—The names of the out Patients shall be entered in a Book kept for the purpose, with their age, complaint, the time of admission, and the termination of the disease, as far as it can be ascertained.

3.—Medicines and advice will be given to the poor at every visit of the attending Physician or Surgeon.

4.—No Medicines or advice shall be given a second time to any Patient or Patients, who shall not have returned to the Apothecary the gallipots or phials, and such Medicines as they may not have used.

5.—No out Patient or Patients shall presume to loiter about the Hospital gate, or premises adjoining; they shall come directly to the place appointed to receive them, and as soon as they have received the advice and Medicines, which may be considered necessary for them, they shall immediately leave the Hospital.

6.—Any out Patient or Patients who shall violate any of the Rules or Regulations of the Hospital, shall incur the penalty of dismissal.

## CHAPTER XIX.

*Of Vaccination.*

1.—On any of the days appointed by the Medical Board for inoculating the poor *gratis*, any person or persons, without the recommendation required for the admission of Patients to the Hospital, may present their children for inoculation.

2.—The hour for inoculation, on the aforesaid appointed days, shall be fixed by the Medical Board.

3.—The person or persons, who shall inoculate any children, or other persons, on any of the above stated days, shall register in a Book, belonging to the Hospital, kept for the purpose, the name, age, and sex of each and every individual so inoculated, the part of the body on which the inoculation has been performed, the date, progress, and termination of each and every case.

4.—Each and every person, bringing a child or children for Vaccination, shall deposit two shillings and six pence, as a pledge of returning once at least, with the child or children, on a day fixed by the inoculator, that the appearance may be noted; the non-compliance with this rule will incur the forfeiture of the deposit; but upon due compliance, it will be returned.



## CHAPTER XX.

*Of the Penalty for receiving any Fee or Reward.*

1.—No Director, Officer, or other person connected with the Montreal General Hospital, shall, at any time, presume under any pretence whatever, on pain of expulsion, to give to, or to take from any Tradesman, Patient, servant, or any other person or persons, any fee, reward, or gratuity of whatsoever kind, directly or indirectly, for any service or services done, or to be done, or proposed to be done, on account of the said Hospital.

## CHAPTER XXI.

*Of the Burial of the Poor.*

When a pauper dies in the Hospital, the matron shall give notice thereof to the clergyman, to whose congregation or Church he or she may belong ; and the porter shall assist the sexton at the interment.



## CHAPTER XXII.

*Of Altering, Repealing, and Making Rules and Regulations.*

No additional Rule or Regulation shall hereafter be made, nor shall any of those already existing be in any way altered or repealed, except a special motion for such alteration, repeal &c. be made and seconded at one of the Quarterly Meetings of the Board of Directors, and passed at the next Quarterly Meeting of the said Board : which Meeting shall be composed of not less than sixteen Directors, one of whom shall be the President, or in his absence the Vice-President.



LIST OF THE CONTRIBUTORS  
TO THE BUILDING OF THE  
**Montreal General Hospital.**

|                        |     |    |   |                         |     |    |   |
|------------------------|-----|----|---|-------------------------|-----|----|---|
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| And. Allen .....       | 5   | 0  | 0 | H. Esson .....          | 10  | 0  | 0 |
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